

ROAR Guide

CMS Campus 2023-24 Behavior Plan

Commerce Middle School



Respectful

Organized

Achieving

Responsible

Commerce Middle School
606 Culver Street, Commerce, TX 75428
(903) 886-3795

Dr. Lisa Palazzetti - Principal
Mr. Tony Henry - Dean of Students

Welcome to CMS!

Commerce Middle School is a school like no other! As we celebrate a new school year, we want to continue working hard to plan meaningful experiences for our students!

Our campus follows the ideals outlined in our R.O.A.R. creed and Restorative Practices.

<https://www.edutopia.org/article/bringing-restorative-practices-to-your-school-laura-mcclure>

You will notice the effects of ROAR and Restorative Practices in our building when you see all staff:

- Encouraging POSITIVE interaction between staff and students; NOTICING appropriate behavior
- Creating a place where kids can succeed both academically and emotionally
- Teaching and re-teaching every behavioral expectation
- Using visuals to reinforce behavioral expectations
- Posting classroom rules and consequences
- Increasing consistency of implementing predetermined consequences
- Thinking through/planning every transition before it happens (using CHAMPs model)
- Using *CHAMPs* (by Randy Sprick) as a resource book for structure, Teach Like a Champion 2.0, and Get Better Faster
- Incorporating Love & Logic in everyday practices/interactions
- Viewing our students and their parents as our customers

As another year begins, please strive to make every effort to include these principles in your daily activities, modeling respect for CMS students. If you feel overwhelmed or need clarification, ask for help! We are all still learning and improving every day.

The following checklists and lesson plans are intended to create school-wide expectations for appropriate behavior. Our principal will decide the order in which the lessons will be taught. We welcome your ideas and input in order to promote a safe and positive learning environment!

Have a Great Year!

Tony Henry (Dean of Students)

Lisa Palazzetti (Principal)

Arrival/Dismissal Expectations

Arrival Expectations

Upon arrival, all students choose to go to the cafeteria and then get chromebooks from their 8th period . Then they head to their 1st period class.
At 7:45am, all students in the building should proceed to first period. Tardy Bell rings at 7:50am.

- Car riders are dropped off in the west parking lot and enter through the bus rider doors.
- Bus riders will enter the doors located at their drop off in the front of the school.
- Greeters will be stationed at the front entrance.

Afternoon Dismissal

- **For maximum supervision, all students MUST stay with an adult AT ALL TIMES.**
- Bus riders will meet in the auditorium and sit in their designated bus area.
- Car riders will exit through the car rider doors, located on the west side of the building.
- ACE students meet in the cafeteria.
- Teachers will remain in their duty area until all students are gone from that area.

Common Area Expectations

The common areas at CMS are:

- Hallways
- Restroom
- Cafeteria
- Auditorium
- Library



Let's TALK voice levels...

4	Orange voice = Loud Outside	
3	Yellow Voice = Normal Inside voice public	
2	Green Voice = Quiet Inside voice private	
1	Blue Voice = Little Talking or Whisper Quiet!	
0	Gray Voice = No Talking	

In all COMMON AREAS of the building, voices should be between 0 and 2

Practice now please!

Hallway Expectations

- Students will walk on the right side of the hallway.
- Students will use respectful tone, volume, and language when addressing others.
- Students will follow all adult directions and will stop to respectfully acknowledge all school personnel when addressed.
- Students will refrain from physical contact which could lead to irresponsible behavior in the hallway (i.e. don't touch artwork, other students, etc.).
- Students will use responsible social interactions in the hallway (no unsupervised sitting in hallway or unsupervised working in groups in hallway).
- Students will be on time to class and designated areas.
- Students will keep hallways clean and in order.
- Always walk. Do not run.

E-hallpass

We will use E-hallpass to track student trips to office, bathrooms, etc. This program can be used on computer or by app on cell phones. In any situation that e-hallpass is not being used (i.e. internet outage, substitute teacher), teachers will be expected to use paper hall passes for students. E-hallpass will be our primary program for hall passes.



Restroom Expectations

- Go
- Flush
- Wash
- Leave
- Voice Level 0 - No Reason To Talk

Cafeteria Procedures

- Food may not be delivered to the school unless dropped off by the parent/guardian.
- Students enter the cafeteria and go to the lunch line.
- Wait quietly in line
- Focus on eating YOUR food
- Students will keep uneaten food on trays and dispose of trash when instructed.
- Students will remain at their tables until dismissed by the teacher on duty.
- Snacks will be available at a designated time.
- Clean up your area.
- Students will line up and leave when dismissed.

Auditorium Expectations

- Enter in a line
- Once seated, stay seated
- Hands and feet to self
- Attention on the speaker
- Voice Level 0-1: No Yelling

Library Expectations

- Must have a pass from teacher if not with a class
- Choose books quickly
- Be seated and start reading
- No Chromebooks in library without permission
- Voice Level 0-1: No Yelling

Common Area Expectations

If students are not following expectations in common areas, teachers will ask the 4 questions:

- What are you doing?
- What are you supposed to be doing?
- Are you doing that?
- What are you going to do about it?

Dress and Grooming

GENERAL GUIDELINES

The District's dress code is established to teach grooming and hygiene, instill discipline, prevent disruption, avoid safety hazards, and teach respect for authority.

Students shall be dressed and groomed in a manner that is clean and neat and that will not be a health or safety hazard to themselves or others. The District prohibits any clothing or grooming that in the principal's judgment may reasonably be expected to cause disruption of or interference with normal school operations.

The District prohibits pictures, emblems, or writings on clothing that:

- Are lewd, offensive, vulgar, or obscene.
- Advertise or depict tobacco products, alcoholic beverages, drugs, or any other substance prohibited under FNCF(LEGAL).

The student and parent may determine the student’s personal dress and grooming standards, provided that they comply with the general guidelines set out above and with the student dress code outlined in the Student Handbook.

Commerce Middle School prohibits flip-flops, sleeveless shirts, spaghetti straps, pajama pants, volleyball tights, shorts/skirts/dresses that are higher than fingertip length, jeans with holes above the knee, hats/caps, and sunglasses.

No tops cut low in the front, back or side will be allowed. There should be no skin showing between the bottom of the blouse and the top of pants or skirt when arms are extended above the head.

Sagging will not be allowed. Pants should be worn at waist level and loose pants must be worn with a belt.

Regarding grooming and personal hygiene:

The District’s dress code is established to teach grooming and hygiene, instill discipline, prevent disruption, avoid safety hazards, and teach respect for authority.

Code of Conduct Infractions

MINORS

These behaviors are handled by the classroom teacher OR the attending adult.

<ul style="list-style-type: none">● Disrespecting other students● Teasing/name calling● Unprepared for class● Inappropriate clothing● Incomplete homework● Pushing and/or running in halls● Inappropriate hallway behavior● Wandering hallways during class● Tardy● Littering	<ul style="list-style-type: none">● Talking in class● Assembly behaviors● Eating in class● Non-compliance● Inappropriate use of personal equipment
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MIDDLES

These behaviors are handled initially by the attending adult, but are referred to the administration if they become chronic.

<ul style="list-style-type: none">● Inappropriate language● Inappropriate use of electronic equipment● Cheating on assignments, tests, quizzes● Disrespecting teachers● Lying● Attendance● Non-compliance	<ul style="list-style-type: none">● Use of cell phones● Sexual/racial teasing/name calling● Disrespecting teachers personal spaces and property● Chronic minor behavior
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Middle Behaviors Actions

Step 1:

- Verbal reminder to the student of the expected appropriate behaviors.

Step 2:

- Verbal reminder to the student of the expected appropriate behaviors.
- Consequence applied by teacher.
- Student complies/makes amends.

Step 3:

- Verbal reminder to the student of the expected, appropriate behaviors.
- Home Contact made by the teacher.

Step 4:

- Move directly to Step #1 of Majors.

MAJORS

These behaviors are immediately referred to the administration.

<ul style="list-style-type: none">● Fighting● Inappropriate representation of school● Weapons● Inappropriate use of emergency equipment● Sexual Behavior● Leaving school grounds without permission● Use of or under the influence of drugs and alcohol● Cheating on cumulative exams● Racism & other forms of discrimination● Leaving a in-school suspension without permission	<ul style="list-style-type: none">● Defacing school property● Theft● Defiance● Inappropriate use of internet/print material● Verbal aggression (uttering threats)● Physical aggression● Smoking on school property● Use of matches and lighters on school property● Vandalism● Bullying (confirmed by Administration)● Matches/lighter● Skipping School● Chronic middle behavior
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Major Behaviors Actions

Step 1:

- Referral to Administration.

Step 2:

- Home contact made by Administration.

Step 3:

- Meeting with parents.

Step 4:

- In/Out of School Suspension.

Step 5:

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| <ul style="list-style-type: none">• Written apology to offended parties before student is permitted to return to school. |
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NOTE: The school administration reserves the right of expediting the disciplinary process pending circumstances.

School wide Discipline Schedule

When referrals are written on students for minor infractions, the following steps may be followed as a general guideline:

1st referral: Phone call to parents **by teacher**, counseling by teacher and complete “The 4 Questions of Responsibility” assignment.

2nd referral: Phone call to parents **by teacher**, and lunch detention with the teacher.

3rd referral: Meeting with parents and partial day in ISS/OSS.

4th referral: Phone call to parents, counseling by admin, and 1 day in ISS/OSS.

5th referral: Phone call to parents, counseling by admin, and 2 days in ISS or 1-2 days in OSS.

6th referral: Phone call to parents, counseling by admin and 3 days in ISS or 2-3 in OSS.

7th referral: Phone call to parents, counseling by admin, and DAEP days.

SOS Policy & Procedures

SOS Procedure is used when student(s) are not responsive to usual classroom management techniques, and has escalated to the point of interfering with the learning of others and/or poses a threat to themselves or others.

- A teacher calls the front official (ext. 700) says SOS and indicates location. Example: ***SOS, Computer Lab.***
- The front office staff will notify Admin or ISS aide if Admin. is not available.
- If the ISS aide has others in their class, someone will cover that class.
- The student is quickly taken from the classroom. The teacher who called for the SOS will give documentation of the incident to Admin or the person making the removal at the time of removal or earliest convenience.

The front desk will contact Dr. Palazzetti, Mr. Henry, or Mrs. Rochester to address the SOS.

